

December 17, 2015

Town of Mashpee

16 Great Neck Road N.

Mashpee, Massachusetts 02649

FINANCE COMMITTEE – PUBLIC SESSION
Mashpee Town Hall – Waquoit Bay Meeting Room 1
Thursday, December 17, 2015 – 6:30 PM

CALL TO ORDER

PUBLIC COMMENT

- Welcome New Member – Jeffrey Pettengill

APPROVAL OF MINUTES

- November 12, 2015

OLD BUSINESS

- Liaison Assignments Update

NEW BUSINESS

- Glen Harrington Board of Health Agent – Request for \$45,000 Reserve Fund Transfer;

Vote Required

- Board of Selectmen Liaison Report – John Cotton
- Update on FY17 Budget Meetings
- Update Finance Committee Roster

ADDITIONAL TOPICS

- This space is reserved for topics that the Chairman could not reasonably anticipate would be discussed.

UPCOMING FINANCE COMMITTEE MEETINGS

- Thursday, January 21, 2016

ADJOURNMENT

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Present: Chris Avis, David DelPonte, Terrie Cook,
Michael Richardson, Jeffrey Pettengill

Absent: Tom Murphy, Oskar Klenert

Attendees: Town Manager Rodney C. Collins
Board of Selectmen Liaison John Cotton
Board of Health Agent Glen Harrington
School Committee Member George Schmidt

Meeting Called to Order by Chairman Avis at 6:30 p.m.
Mashpee Town Hall, Waquoit Meeting Room

PUBLIC COMMENT

Welcome New Member – Jeffrey Pettengill:

The Finance Committee welcomed new member Jeffrey Pettengill. Mr. Pettengill will fulfill the vacancy created by Charles Gasior with a term to expire; May 2016. It was noted that Mr. Pettengill attended several Finance Committee meetings prior to his appointment. Mr. Pettengill's skillset will assist the Finance Committee as they deliberate on the FY17 municipal budget.

APPROVAL OF MINUTES

November 12, 2015:

Motion made by Mrs. Cook to approve the minutes of November 12, 2015 as submitted.

Motion was seconded by Mr. DelPonte.

VOTE: Unanimous. 3-0-2.

Roll Call Vote:

Mr. Avis, yes	Mr. DelPonte, yes	Mrs. Cook, yes
Mr. Richardson, abstained	Mr. Pettengill, abstained	Opposed, none

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OLD BUSINESS

Liaison Assignments Update:

At the last meeting, the Finance Committee updated the Liaison Assignment List for the upcoming year. There were no changes, however, it was noted that Mr. DelPonte will work in cooperation with the Fire Department as the Finance Committee liaison. Liaisons have begun the process of meeting with their representative departments to review upcoming budgetary requirements.

NEW BUSINESS

Glen Harrington Board of Health Agent – Request for \$45,000 Reserve Fund Transfer:

Vote Required:

Glen Harrington Board of Health Agent was in attendance with the Town Manager, Rodney Collins to respectfully request the Finance Committee approve a Reserve Fund Transfer in the amount of \$45,000 to the Board of Health Condemned Property Account; # 01510104-5700-05.

Mr. Harrington read aloud a general statement which requested prompt action on property identified as P-103 Deer Crossing, a residential condominium located at 35 Shellback Way, Mashpee.

Mr. Harrington gave an overview of the current and well-documented determination based on inspections of the subject premise. It has been determined the dwelling is not fit for human habitation. The egress is blocked and there is evidence of a strong odor emanating from the site location. The subject residence in its present condition constitutes a public nuisance, and represents a continuing and imminent threat to public safety, health and welfare. The structure is in a substantial state of disrepair and neglect, and it has been determined by the Board of Health, the contents of the structure must be removed and the interior renovated in order to satisfactorily abate the nuisance conditions cited at the subject premise site location.

It was disclosed that all parties were copied the Board of Health Order dated August 24, 2015 to remove the nuisance located at the subject premise in accordance with the provisions of MGL, c. 111 §123. Mr. Harrington indicated the occupant does not have the means to abate this nuisance. Therefore the Town of Mashpee is thus required to reserve the right to proceed to remove the nuisance as identified.

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NEW BUSINESS

Glen Harrington Board of Health Agent – Request for \$45,000 Reserve Fund Transfer:

Vote Required: (continued)

Town Manager Collins indicated there is no other funding alternative other than summoning a special town meeting. Mr. Collins stated that a reserve fund transfer is an appropriate method to address this situation, and the Town of Mashpee has the obligation, both morally and legally to remove this nuisance. It was noted this issue was presented to Town Counsel, and this method of appropriation was identified as the revenue source for appropriation.

It was explained that through the municipal bid process, a company would be hired to conduct the clean-out of the facility. The breakdown of the expenditure includes \$40,000 to clear the premise of its contents and to clean and sanitize all contents with a hard surface. The contractor would renovate the dwelling and deep clean all fixtures and appliances operable to their former state. An additional \$5,000 is projected to fund legal expenses associated to the subject matter. It is the intention of the Board of Health to return to the Town, any unused funds associated to this project.

As discussion followed, it was recommended the Town review the liability insurance of the occupant and of the bank, the mortgage holder to possibly recoup expenditures. It was noted there is a lien on the property and it is in foreclosure at this time.

Motion made by Mrs. Cook to approve the request for a Transfer from the Finance Committee Reserve Account in the amount of \$45,000 to the Board of Health Condemned Property Account; 01510104-5700-05.

Motion seconded by Mr. Richardson.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Mr. Avis, yes

Mr. DelPonte, yes

Mrs. Cook, yes

Mr. Richardson, yes

Mr. Pettengill, yes

Opposed, none

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Board of Selectmen Liaison Report – John Cotton:

John Cotton, the Selectmen's liaison to the Finance Committee indicated he looks forward to serving as liaison, and in the early onset of the budget process Selectman Cotton is reviewing this matter with various Town Department Heads.

Approval of Payment Requisitions:

The Finance Committee unanimously endorsed the payment requisitions as follows;
Crown Trophy - \$49.50 for a plaque presented to former member Charles Gasior
Clifton, Larson, Allen - \$15,000 for Audit Expenditures

Update on FY17 Budget Meetings:

The start of the Municipal Budget Meetings began last week. For transparency, Town Manager Collins indicated that all departmental communication should go through the Town Manager's Office. Several members of the Finance Committee including the Town Manager offered a brief comment on the initial budget process.

Police: The Mashpee Police Department gave an excellent presentation. There are no major budget modifications, only a few adjustments required to accommodate the new administrative code. Possible changes may be forthcoming within the department as a result of a new position proposed for the May Town Meeting. Town Manager Collins noted the proposed new position, at the decision of the Town Manager will not be funded by the Police Department. Currently, the department represents a level funded budget with the exception of a contracted position.

Schools: The Finance Committee is appreciative that former member George Schmidt, is currently offering his expertise and service as a member of the School Committee. The initial meeting went well, and the Acting Superintendent Patricia DeBoer gave an excellent presentation. It was noted the dialogue with the Schools was pleasurable, and constructive. The Town gave a target budget and the School Committee was respectively responsive. The Town Manager indicated that he has requested the Schools to submit a budget of what is deemed necessary to fulfill departmental needs. However, the final determination would be based on affordability as it relates to the municipal budget.

DPW: The DPW is currently reviewing budgetary adjustments.

Fire: The Fire Department is sharpening its budget recommendations for FY17.

Planning: The initial meeting went well with minor adjustments reported.

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NEW BUSINESS

Update on FY17 Budget Meetings: (continued)

Conservation: The budget meeting was informative with minor adjustments reported.

Library: With respect to the Mashpee Library, there is a request to fund an additional full-time staff member. However, there were no adjustments proposed regarding current part-time personnel. The Town is expected to work with the Library to determine their needs in terms of affordability.

Comment on the Budget: Although Finance Committee member Klenert was unable to attend the meeting, he requested to go on record that he has an issue regarding the budget review meetings for the DPW, Police and Planning in the matter of COLA which the U.S. Government has denied all recipients of Social Security, and in his opinion should therefore not be paid to a select group of persons in various governmental positions.

Update Finance Committee Roster:

The task is complete.

ADDITIONAL TOPICS

(This space is reserved for topics that the Chairman could not reasonably anticipate would be discussed)

Schools: With regards to the School Committee budget, Mr. Schmidt indicated the original budget was 3.07% over the FY16 budget. Having attended several budget sessions over the years, Mr. Schmidt indicated the School Committee has been very cordial and straight forward.

However, Mr. Schmidt indicated the budget increase of 3.07% was not justified. The School Department at this time has recommended a new budget with an increase of 1.83% or approximately \$400,000 over last year's fiscal 2016 budget. It was explained the \$20,841,556 budget does not result in any reduction in staffing or services. Business Administrator Funk was cited for his work, and it is the opinion of Mr. Funk that this budget is workable for the School Department.

For comparison purposes, it was recommended the FY15 and FY16 budget be reviewed in MUNIS format. The Finance Committee is scheduled to meet with the School Committee in February at their regular meeting to further review the FY17 School budget.

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NEXT FINANCE COMMITTEE MEETING

The next scheduled meeting is Thursday, January 21, 2016 at 6:30 p.m.
It was agreed that topics for future Finance Committee meetings would be forwarded to the Chairman via his Town email; cavis@mashpeeema.gov.

COMMUNICATIONS

Capital Improvement Program (CIP):

The CIP is expected to begin deliberations on capital project needs for FY17 in January.

Town Report:

The Annual Town Report submission is requested to be returned to Christine Willander, Administrative Assistant to the Town Manager/Board of Selectmen by January 11, 2016 in email and hard copy format. As in normal process, the Chairman will write the review, and forward the draft to the Finance Committee members for input prior to its submittal.

Cape Cod Mosquito Control Project:

A recent cost projection was received from Cape Cod Mosquito Control regarding services. The total assessment is \$126,621.50. It was agreed Finance Committee member DelPonte would further review proposed cost assumptions related to the scope of services proposed in 2016.

ADJOURNMENT

Motion made by Mr. Richardson to adjourn at 7:15 p.m.

Motion seconded by Mrs. Cook.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Mr. Avis, yes

Mr. DelPonte, yes

Mrs. Cook, yes

Mr. Richardson, yes

Mr. Pettengill, yes

Opposed, none

Respectfully submitted,

Kathleen M. Soares
Finance Committee Secretary